



Health Services
LOS ANGELES COUNTY

October 20, 2008

**Los Angeles County
Board of Supervisors**

Gloria Molina
First District


Yvonne B. Burke
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

TO: Each Supervisor

FROM: John F. Schunhoff, Ph.D. 
Interim Director of Health Services

**SUBJECT: NOTIFICATION OF USE OF DELEGATED AUTHORITY TO
EXECUTE AMENDMENT NO. 1 TO THE CASE MANAGEMENT
SERVICES AGREEMENT FOR ACCESS TO HOUSING FOR
HEALTH PILOT PROJECT WITH HOMELESS HEALTH CARE
LOS ANGELES (HHCLA)**

John F. Schunhoff, Ph.D.
Interim Director

Robert G. Splawn, M.D.
Interim Chief Medical Officer

This is to advise you that the Department of Health Services (DHS) is exercising its delegated authority, approved by your Board on December 5, 2006 (attached), authorizing the Director of Health Services, or his designee, to increase the maximum obligation of the Case Management Services Agreement for Access to Housing for Health Pilot Project with HHCLA (County Contract No. H-702539).

Amendment No. 1 increases the County maximum obligation by \$24,873 from \$1,005,000 to \$1,029,873 for Fiscal Year 2008-09. The augmentation will allow for an increase in client visits. The 2.47% increase is below the 15% authorized by your Board. All other terms, conditions and restrictions remain unchanged and in full effect. The current contract term is December 5, 2006 through December 31, 2008. On May 27, 2008, your Board approved a two-year extension to the Access to Housing for Health Pilot Project. This Agreement provides critical case management services for that Pilot and DHS plans to request Board approval to extend the term of the Agreement to be co-terminous with the Pilot. The recommendation is targeted for the December 2, 2008 Board agenda.

County Counsel has reviewed and approved Amendment No. 1 as to form. The Chief Executive Office has also reviewed and approved the amendment.

If you have any questions or require additional information, please let me know.

JFS:smc

Attachment

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

313 N. Figueroa Street, Suite 912
Los Angeles, CA 90012

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Board of Supervisors

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Fifth District

Bruce A. Chernof, MD
Director and Chief Medical Officer

John R. Cochran III
Chief Deputy Director

William Loos, MD
Acting Senior Medical Officer

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December 5, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF A CASE MANAGEMENT SERVICES AGREEMENT AND
A HOUSING LOCATOR SERVICES AGREEMENT TO PROVIDE
SUPPORTIVE SERVICES FOR THE ACCESS TO HOUSING
FOR HEALTH PILOT PROJECT
(All Districts) (3 Votes)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and delegate authority to the Director of Health Services (Director), or his designee, upon review and approval by County Counsel and the Chief Administrative Office (CAO), to:

1. Offer and sign a sole source Agreement, substantially similar to Exhibit I, for Case Management Services with Homeless Health Care Los Angeles (HHCLA), to provide homeless Department of Health Services' patients with innovative solutions to address barriers and facilitate placement and retention in permanent affordable housing in residential neighborhoods, effective upon the date of Board approval through December 31, 2008, in the amount of \$1,005,000.
2. Offer and sign a Housing Locator Services Agreement, substantially similar to Exhibit II, with Del Richardson and Associates (DRA), to provide management and administrative services to place homeless Department of Health Services' patients in affordable permanent rental housing in residential neighborhoods, effective upon the date of Board approval through December 31, 2008, in the amount of \$280,000.
3. Offer and sign future amendments to the Case Management Services Agreement with HHCLA and Housing Locator Services Agreement with DRA to allow for an increase to the maximum obligation of each contract of no more than fifteen percent (15%) of the original contract amounts, cumulatively for the term of the respective contracts, contingent on available funding, as may be necessary to provide for additional services and to maintain compliance with possible changes in federal, State, or County requirements. The approval of the CAO and County Counsel will be obtained prior to executing such amendments, and the Director will notify the Board and the CAO in writing within ten business days after execution.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

35

DEC 05 2006

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

On April 4, 2006, the Board approved the Homeless Prevention Initiative (HPI) which included \$80 million in one-time only County General Funds to establish the Homeless and Housing Program Fund (HHPF). On June 26, 2006, the Board approved funding five specific programs with a portion of the HHPF. One of these programs included the Department of Health Services' (DHS or Department) Access to Housing for Health Pilot Project (AHH), a collaboration between DHS and the Community Development Commission (CDC) in the amount of \$1.5 million. This pilot project will provide temporary motel vouchers, first and last month's rent, housing locator services, and case management services for homeless patients discharged from County hospitals who are eligible to receive vouchers for 100 available Section 8 housing (provided by both the City and County of Los Angeles), or 15 public housing units.

The recommended Agreements will facilitate the discharge of individuals from DHS facilities who no longer require acute inpatient care to a more appropriate setting. This will support DHS' efforts to improve patient flow and access to services, as well as reduce the number of unreimbursed days for inappropriate hospital stays.

FISCAL IMPACT/FINANCING:

The total funding for the Case Management Services with HHCLA, effective upon the date of Board approval through December 31, 2008, is \$1,005,000. Funding is included in the Health Services Administration Fiscal Year (FY) 2006-07 Final Budget and will be requested in Fiscal Year 2007-08.

The total funding for the Housing Locator Services with DRA, effective upon the date of Board approval through December 31, 2008, is \$280,000. Funding is included in the Health Services Administration FY 2006-07 Final Budget and will be requested in Fiscal Year 2007-08.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Effectively providing DHS homeless patients with housing opportunities, intensive case management, linkage to supportive services, housing location services, and access to temporary housing is critical. Because DHS is not a direct provider of housing services or community case management, AHH was presented as a Pilot Project to be funded by a portion of the HHPF. The Department is recommending entering into Case Management Services and Housing Locator Services Agreements with HHCLA and DRA, respectively, to meet the AHH goals and objectives.

Homeless Health Care Los Angeles

HHCLA is being recommended as a sole source contractor because: 1) the majority of DHS patients to be referred to AHH will have a history of substance use, or are currently using, and there are no other community-based providers who specifically target homeless persons who have a co-occurring disorder or are substance users. HHCLA's expertise is pivotal to the Pilot Project's success; 2) in partnership with DHS, HHCLA received a grant commencing July 2006 from the Kaiser Community Benefits Foundation to provide both DHS and Kaiser Permanente hospitals with training for discharge planners on community resources, psychosocial needs and special considerations in working with persons who are homeless. This training will provide an opportunity to disseminate information on AHH to discharge planners who will be our main referral sources; and 3) DHS has already entered into a Memorandum of Understanding

with the CDC and the housing vouchers are currently available to DHS. Securing these supportive services as soon as possible is paramount to providing these vital resources to our patients. The time frame required for a competitive bidding process would delay critical services to our patients.

Del Richardson and Associates

On March 6, 2006, the Department of Public Social Services (DPSS) issued a Request for Proposals (RFP) for Housing Locator Services for Homeless CalWORKs Families and Housing Locator Consultant Services for General Relief Single Adults. On April 10, 2006, DPSS received two timely proposals for Housing Locator Services for Homeless CalWORKs Families. A proposal was received from the Weingart Center Association (WCA) (for Service Planning Area [SPA] 4) and from DRA (for all SPAs). As a result of the RFP process, both WCA and DRA were selected for contract services.

On July 25, 2006, the Board approved entering into an Agreement with WCA and DRA for Housing Locator Services for Homeless CalWORKs Families. The Agreements provided language that allowed for "Use of This Contract by Other County Departments and Agencies". DHS is recommending entering into a Housing Locator Services Agreement with DRA, since: 1) a recent County RFP for Housing Locator Services obtained minimal response; 2) DRA is currently performing the required services; 3) DRA is able to service all SPAs; and 4) the current DPSS Housing Locator Services for Homeless CalWORKs Families Agreement contains language that provides for use of that contract by other County departments and agencies.

The Agreements will not result in the unauthorized disclosure of confidential information and will be in full compliance with federal, State and County regulations.

The Agreements may be terminated by County with 30 days written notice to Contractor.

Attachment A provides additional information.

County Counsel has approved the Agreements (Exhibits I and II) as to use and form.

CONTRACTING PROCESS:

The Department is recommending HHCLA on a sole source basis because it is extremely qualified for this project. HHCLA's unique qualifications, expertise, and knowledge of the project make this firm the best option for the project. A copy of the sole source letter is on file with the Department. Information concerning sole source agreements is not advertised as a contract business opportunity on the Los Angeles County Online Web Site.

As a result of an RFP for "Housing Locator Services for Homeless CalWORKs Families" released by DPSS in April 2006, DRA was awarded a contract. DRA possesses the qualifications needed to provide Housing Locator Services for Homeless DHS patients and is able to service all SPAs.

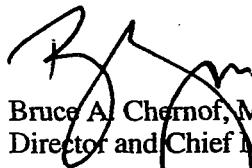
IMPACT ON CURRENT SERVICES (OR PROJECTS):

The approval of the recommended actions will enable the Department to place homeless DHS patients into permanent housing and provide them with necessary supportive services. Approval should also result in cost reductions related to emergency room, inpatient visits, and associated lengths of stay.

The Honorable Board of Supervisors
December 5, 2006
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When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,



Bruce A. Chernof, M.D.
Director and Chief Medical Officer

BAC:lvb
Bltr_homeless.lvb.wpd

Attachment (3)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

SUMMARY OF AGREEMENTS1. TYPE OF SERVICES:

Case management and housing locator services to provide permanent housing linked to appropriate services for homeless individuals who are either frequent users of the Department of Health Services system or whose discharge is delayed due to their homeless status and medical fragility.

2. AGENCY NAMES AND CONTACT PERSONS:

Homeless Health Care Los Angeles (HHCLA)

2330 Beverly Boulevard

Los Angeles, California 90057

Attention: Mark Casanova, Executive Director

Telephone: (213) 381-0509

Fax: (213) 748-2432

Del Richardson and Associates, Inc. (DRA)

510 South La Brea Avenue

Inglewood, California 90301

Attention: Del Richardson, Executive Director

Telephone: (310) 645-3729, Ext. 225

Fax: (310) 645-3355

3. TERM:

Both the Case Management Services Agreement with HHCLA and the Housing Locator Services Agreement with DRA, are effective upon Board approval through December 31, 2008.

4. FINANCIAL INFORMATION:

The total funding for the Case Management Services with HHCLA, effective upon Board approval through December 31, 2008, is \$1,005,000. Funding is included in the Health Services Administration Fiscal Year (FY) 2006-07 Final Budget and will be requested in Fiscal Year 2007-08.

The total funding for the Housing Locator Services with DRA, effective upon Board approval through December 31, 2008, is \$280,000. Funding is included in the Health Services Administration FY 2006-07 Final Budget and will be requested in Fiscal Year 2007-08.

5. GEOGRAPHIC AREAS SERVED:

Countywide.

6. ACCOUNTABILITY FOR PROGRAM MONITORING AND EVALUATION:

DHS Homeless Services Unit

7. APPROVALS:

Homeless Services Coordinator:

Elizabeth Boyce, LCSW

DHS Planning and Program Oversight:

Cheri Todoroff, MPH, Deputy Director

Contracts & Grants:

Cara O'Neill, Chief

County Counsel (as to form):

Maya Lee, Senior Associate County Counsel